

BOARD OF COMMISSIONERS REGULAR MEETING

Galego Court

Community Room

483 Weeden Street

Pawtucket, RI 02860

Wednesday, May 27, 2015 at 5:30 P.M.

1. Meeting called to Order

2. Roll Call

3. Resident and Public Concerns

4. Extract Minutes of Previous Year May 21, 2014

5. Approval of Minutes from April 15, 2015 Meeting

6. Correspondence

6A. Pawtucket Housing Authority – Support letter to the Senate Finance Committee – dated May 18, 2015

6B. Pawtucket Housing Authority – Support letter to the Senate Finance Committee – dated April 27, 2015

6C. U.S. Department of Housing and Urban Development – PHA's 5-Year Capital Action Plan and Capital Fund Program Amendment is approved effective 4/13/15 – dated April 14, 2015

6D. U.S. Department of Housing and Urban Development – Capital Fund Program Amendment to the Consolidated Annual Contributions Contract – dated April 13, 2015

6E. Executive Chamber, City of Pawtucket, RI - Appointment of Commissioner Olga Torres – dated April 3, 2015

7. Report of the Executive Director

- **Personnel Contract Log**

8. Consent Agenda - Department Reports

- **Housing Management**
 - o **PHAS Report**
- **Legal Status Report**
- **Operations**
- **Finance**
 - o **Service Contract Log**
- **Security**
- **Resident Services**
- **Section 8**

9. New Business

9.1 Resolutions

- **Resolution #1082 – Revision to the Violence Against Women Act**

9.2 Approvals

- **Approval for Mechanical Service for Heating Repair and Maintenance**
- **Approval for Energy Contract**
- **Approval to award Case Management Services to Providence Center**
- **Approval for Stephen Vadnais, Executive Director to attend a conference in Washington, DC June 3, 2015 thru June 6, 2015**

10. Old Business

- **Resolution #1081 – Homeless Veterans Preference**

11. Executive Session

- **Personal Matters**

12. Other Business

13. Adjournment

THERE WILL BE INTERPRETATION SERVICES AVAILABLE AT THE MEETING

The meeting was called to order by Vice Chairperson Carrera at 5:30 P.M. with a motion by Commissioner Kelley and was seconded by Commissioner Torres.

Upon roll call those present and those absent were as follows:

Present

Kevin Rabbitt, Chairperson Absent

Stella Carrera, Vice Chairperson

Harvey Goulet, Commissioner Absent

George Kelley, III, Commissioner

Robert Ricci, Commissioner

Beth Roberge, Commissioner

Olga Torres, Commissioner

Stephen Vadnais, Executive Director

Maureen McNulty, Executive Secretary

Jim Ruthowski, Security Director

Thomas Gifford, Security Manager

Jim Goff, Deputy Executive Director

Robert Corsini, Operations Director

John Montalbano, Attorney

Justin Barros, Resident Services

Melissa Flaherty, Resident Services Manager

Leida Miranda, PHA Translator

Resident and Public Concerns

Resident concerns were about their individual assigned parking spaces being used by others. The complaint of noise by other guests at late hours was brought up before the Board. Tom Gifford, Security Manager has been in contact with the Police Patrol Major and the Police Chief. Residents are requested to call the police each time the disturbances happen. They do not have to identify themselves. Currently, there are not a lot of calls going into the Police Department. Director Vadnais encouraged residents to call the police to identify the residents who are part of the problem.

Approval of Minutes

Vice Chairperson Carrera asked if anyone had any questions or objections to the minutes of April 15, 2015 meeting.

A motion was made to approve the minutes of the April 15, 2015

meeting by Commissioner Roberge and was seconded by Commissioner Ricci.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Correspondence

Vice Chairperson Carrera asked if anyone had any questions or objections to the Correspondence for April 2015. The Vice Chair inquired about correspondence #6C PHA 5 Year Capital Action Plan from HUD. The Consolidated Annual Contract HUD-52840-A provided increased funding and was approved effective 4/13/2015. Director Vadnais explained the breakdown of the funds and said it is a little bit more money.

Correspondence #6E was a letter received from the Honorable Mayor Donald R. Grebien appointing Olga Torres as our new commissioner. Congratulations were given by Vice Chairperson Carrera and welcomed Ms. Torres to the Board.

Executive Director's Report

Vice Chairperson Carrera asked if anyone had any objections or questions to the Executive Director's Report for April 2015. She then inquired about 560 Prospect Street RAD Phase 1 in moving out the tenants. Director Vadnais explained the process of going into the computer system to put the 101 units and to allow them to become vacant. We cannot move the residents until the time-line is approved.

Leaving our apartments vacant requires approval. If we get our funding and everything goes well, we could be in construction in the spring with enough vacant units to move two buildings at a time. We would like to do it through attrition. We are still working on a relocation plan. The minimum cost of relocation could be \$250K. We are concerned with all our residents and people with disabilities. The Director's report was received and placed on file.

Consent Agenda Department Reports

• Housing Management

Vice Chairperson Carrera asked if there were any questions or objections to the Housing Management Reports for April 2015. Commissioner Roberge was concerned with the annual inspection in April. Of 84 apartments inspected 71 required repairs. Deputy Executive Director, Jim Goff responded that these all could be small repairs. Rent collection was addressed by Director Vadnais. We have started off at all developments at a record level. It is important that managers focus on that upward trend. There were no further

questions or objections to the Housing Management report at this time.

- o PHAS Report

Vice Chairperson Carrera asked if there were any questions or objections regarding the April 2015 report. There were no questions or objections to the PHAS report at this time.

- Legal Status Report

Vice Chairperson Carrera asked if there were any questions or objections regarding the Legal Status Report from Attorneys Montalbano and Cloutier's office for April 2015. There were no questions or objections regarding the Legal Status Report.

- Operations

Vice Chairperson Carrera asked if there were any questions or objections to the Operations Report for April 2015. Commissioner Ricci asked the Operations Director, Bob Corsini who Best Practices Energy Company was. Mr. Corsini said they are a very reputable company that we contract with and that we have saved a lot of money with them. Vice Chairperson Carrera asked when we do go out for bids, what newspapers do we advertise in? We use the Pawtucket Times and the New Horizons. Mr. Corsini noted that the Davis Bacon Act wages have to be paid on these contracts. Commissioner Ricci questioned the calls for mice noted on the report. Mr. Corsini responded that the treatments are done annually and as needed. He

noted that this is a common problem. Arrest-A-Pest does a very good job according to Mr. Corsini. Director Vadnais noted problems at Burns Manor, Kennedy Manor and said at Galego Court the issue is the mansard roofs that mice tend to nest in. Commissioner Roberge noted that rats at Burns Manor are big and bold and come by where we sit. There were no further questions or objections regarding the Operations Report.

- Finance

Vice Chairperson Carrera asked if there were any questions or objections regarding the Finance Report for April 2015. There were no questions or objections regarding the Finance Report.

- o Service Contract Log

Vice Chairperson Carrera asked if there were any questions or objections regarding the Service Contract Log for April 2015. There were no questions or objections.

- Security

Vice Chairperson Carrera asked if there were any questions or objections regarding the Security Report for April 2015. The Vice Chairperson asked Jim Ruthowski, Director of Security as to how he sees security for the housing authority unfolding for the summer months. He said first of all there were two things to note. He met with the Major from the Pawtucket Police and secondly he said the crime rate is down 16% from last year even though we had

shootings in the past two weeks. We need to get more residents involved to call-in and let the police know so we have documentation.

We need to see who these people are visiting. When the police release their report, we will be able to take action. We are working on it and we need everyone to work together. There were no further questions or objections.

- **Resident Services Report**

Vice Chairperson Carrera asked if there were any questions or objections regarding the Resident Services Report for April 2015. Commissioner Ricci said they are doing a wonderful job in Resident Services. Commissioner Torres questioned if they do workshops while residents are at work. Justin Barros from Resident Services said we try to offer workshops during the day and balance it out every other month. We do get free services when available. A suggestion was made to put it in the newsletter and on the KIOSK each month. There were no further questions or objections.

Section 8 Monthly Reports

Vice Chairperson Carrera asked if anyone had objections or questions to the Section 8 Monthly Report for April 2015. There were no further questions or objections.

There being no additional comments, questions or concerns regarding the Consent Agenda, Vice Chairperson Carrera asked that the Consent Agenda for April 2015 be received and placed on file.

Resolution #1082 Approval to Amend a Revision of the Violence Against Women Act

Vice Chairperson Carrera asked if anyone had any questions or objections to Resolution #1082 Approval to Amend a Revision of the Violence Against Women Act.

Vice Chairperson Carrera asked for a motion to approve Resolution #1082 Approval to Amend a Revision of the Violence Against Women Act. A motion was made by Commissioner Roberge and seconded by Commissioner Ricci with an affirmative roll call vote:

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Approval - to Award the Bid for Mechanical Services for Heating Repair and Maintenance

Vice Chairperson Carrera asked if anyone had any questions or objections for Approval to Award the Bid for Mechanical Services for

Heating Repair and Maintenance to F. G. Lees and Son, Inc.

Vice Chairperson Carrera asked for a motion for an Approval to Award the Bid for Mechanical Services for Heating Repair and Maintenance a two year contract with the option of a one (1) year extension to F. G. Lees and Son, Inc. A motion was made by Commissioner Kelley and was seconded by Commissioner Ricci.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Approval to Extend Consulting, RFP and Energy Advisory Services

Vice Chairperson Carrera asked if anyone had any questions or objections for an Approval to Extend Consulting, RFP and Energy Advisory Services to Best Practices Energy Corporation with a locked-in rate for a maximum of three (3) years.

Vice Chairperson Carrera asked for a motion of Approval to Extend

Consulting, RFP and Energy Advisory Services to Best Practices Energy Corporation with a locked-in rate for a maximum of three (3) years. A motion was made by Commissioner Kelley and was seconded by Commissioner Ricci.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Approval to Award Case Management Services to the Providence Center

Vice Chairperson Carrera asked if anyone had any questions or objections to the Approval to Award Case Management Services to Providence Center. An RFP was sent out to all eligible respondents on March 26, 2015 and a pre-bid conference was held on April 15, 2015. The Board is requested to approve the Award of Case Management Services to the Providence Center.

Vice Chairperson Carrera asked for a motion for Approval to Award

Case Management Services to Providence Center to begin July 1, 2015 at a cost of \$50K annually for two (2) years. A motion was made by Commissioner Kelley and was seconded by Commissioner Ricci.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Approval for Stephen Vadnais, Executive Director to Attend a Conference in Washington, DC “Zero: 2016” from Community Solutions

Vice Chairperson Carrera asked if anyone had any questions or objections to the Approval of Stephen Vadnais, Executive Director to attend a conference in Washington, DC from June 3-6th. The conference is “Zero: 2016” on ending veteran and chronic homelessness.

Vice Chairperson Carrera asked for a motion for Stephen Vadnais, Executive director to Attend a Conference in Washington, DC on

ending veteran and chronic homelessness. A motion was made by Commissioner Kelley and was seconded by Commissioner Ricci.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Old Business:

Resolution #1081 Homeless Veterans Preference

Vice Chairperson Carrera asked if anyone had any questions or objections to Resolution #1081 Homeless Veterans Preference. Director Vadnais had been working with the veterans list monthly. One unit in every four (4) unit turnovers will be utilized to place individuals or families who meet the criteria.

Vice Chairperson Carrera asked for a motion to approve Resolution #1081 Homeless Veterans Preference. A motion was made by Commissioner Kelley and seconded by Commissioner Ricci with an affirmative roll call vote:

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Executive Session:

Vice Chairperson Carrera requested permission to go into Executive Session pursuant to RI General Laws 42-46.5, Section 2, subsection 1 & 2. A motion was made by Commissioner Ricci and seconded by Commissioner Kelley with an affirmative vote by roll call:

Upon roll call the “Ayes” and “Nays” were as follows:

AYES NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Time in Executive Session 6:30 P.M.

Motion to come out of closed meeting and seal the minutes in accordance with RI

Law Sec. 42-46-4. A motion was made by Commissioner Kelley and seconded by Commissioner Ricci with an affirmative vote by roll call:

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Time out of Executive Session 6:35 P.M.

Approval of Executive Minutes

None.

Other Business:

None.

Adjournment:

There being no further business Vice Chairperson Carrera made a motion to adjourn the Board of Commissioners May 27, 2015 meeting.

A motion to adjourn the Board of Commissioners May, 2015 meeting was made by Commissioner Ricci and seconded by Commissioner Kelley.

Upon roll call the “Ayes” and “Nays” were as follows:

AYES

NAYS

Chairperson Rabbitt Absent

Vice Chairperson Carrera

Commissioner Goulet Absent

Commissioner Kelley

Commissioner Ricci

Commissioner Roberge

Commissioner Torres

Adjournment at 6:37 PM